

SECTION 01 00 00
GENERAL REQUIREMENTS

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1.1 GENERAL INTENTION

- A. Contractor shall completely prepare site for construction operations, including demolition and removal of existing structures, and furnish labor and materials and perform work for Eagle Point National Cemetery, 2763 Riley Road, Eagle Point, OR 97254, Project Number 906CM3012, Cemetery Expansion as required by Drawings and Specifications.
- B. A pre-bid site visit may be scheduled by the option of the Contracting Officer. Other visits to the site by Bidders may be made only by appointment with the Cemetery Director, Phone: (541) 826-2511.
- C. Offices of Anderson Engineering of Minnesota, LLC, 13605 1st Ave N, Plymouth, MN 55441, as Architect-Engineers, will render certain technical services during construction. Such services shall be considered as advisory to the Government and shall not be construed as expressing or implying a contractual act of the Government without affirmations by COR or his duly authorized representative.
- D. Before placement and installation of work subject to tests by testing laboratory retained by Department of Veterans Affairs, the Contractor shall notify the Resident Engineer/Contracting Officers Technical Representative (COR) in sufficient time to enable testing laboratory personnel to be present at the site in time for proper taking and testing of specimens and field inspection. Such prior notice shall be not less than three work days unless otherwise designated by the COR. The majority of tests will be conducted by the Contractor retained testing laboratory. Only the tests specifically noted in respective sections will be performed by the VA.
- E. All employees of general contractor and subcontractors shall comply with VA security management program and obtain permission

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of the VA police, be identified by project and employer, and restricted from unauthorized access.

F. Prior to commencing work, general contractor shall provide proof that a OSHA certified "competent person" (CP) (29 CFR 1926.20(b)(2) will maintain a presence at the work site whenever the general or subcontractors are present. The site superintendent shall also be present at all times when work is occurring onsite.

G. Training:

1. All employees of general contractor or subcontractors shall have the 10-hour OSHA certified Construction Safety course and /or other relevant competency training, as determined by VA COR
2. Submit training records of all such employees for approval before the start of work.

1.2 STATEMENT OF BID ITEM(S)

A. BID ITEM 1, GENERAL CONSTRUCTION: Provide all labor, materials, tools and equipment for installation of all work shown on the plans and described in the specifications. Work includes but is not limited to: demolition and removal of existing structures, alterations, grading, building construction, columbarium, installation of preplaced crypts, landscape walls, memorial walls, roads, curbs, installation of niche covers and memorial wall markers, utilities, storm drainage, fencing, pedestrian paving, landscape planting and turf, site furnishings, electrical, mechanical, irrigation, and certain other items as required to complete all the work described in the Contract Documents.

B. BID ITEM 2: The Contractor shall submit as a separate bid item, the fabrication, transportation, receipt, and off-loading of 1,540 pre-cast double depth concrete crypts, that are to be installed under BID ITEM 1.

B. DEDUCT ALTERNATE NO. 1: Show as a separate bid item and include all costs associated with the following:

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- i. Delete vehicle guardrail from three (3) locations indicated on the plans.
- C. DEDUCT ALTERNATE NO. 2: Show as a separate bid item and include all costs associated with the following:
- i. Delete all improvements to the cemetery entrance east of Riley Road including gate, paving, fencing, entrance monument piers/structures planting and irrigation.
 - ii. Delete three (3) stone monument signs from project and replace with concrete post and metal sign matching existing signage within the cemetery.
 - iii. Delete concrete sidewalk, adjacent rock drainage strip, and drain tile north of the Columbaria Court (north of gridline E) to the road near the main entrance. Replace sidewalk and rock drainage strip with Sod.
 - iv. Delete four (4) stone benches located on Grid Line 3 from columbaria court. (Similar benches on gridline 2.5 near ossuary to remain.)
- D. DEDUCT ALTERNATE NO. 3: Show as a separate bid item and include all costs associated with the following:
- i. Delete all ornamental fencing and mow strip along Riley Road. Replace with chain link fencing without mow strip. Option includes replacement of ornamental swing gate near water reservoir with chain link swing gate.
- A Single award will be made on Bid Item 1 and Bid Item 2, but in the event the offer exceeds the funds available, Deduct Alternate No. 1 will be deducted from the award, If offer still exceeds the funds available, Deduct Alternate No. 2 will be deducted from the award. If offer still exceeds the funds available, Deduct Alternate No. 3 will be deducted from the award.

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1.3 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR

- A. AFTER AWARD OF CONTRACT, 1 set of specifications and drawings will be furnished.
- B. Additional sets of drawings may be made by the Contractor, at Contractor's expense, from electronic PDF files furnished by the Issuing Office.

1.4 CONSTRUCTION SECURITY REQUIREMENTS

- A. Security Plan:
 - 1. The security plan defines both physical and administrative security procedures that will remain effective for the entire duration of the project.
 - 2. The General Contractor is responsible for assuring that all sub-contractors working on the project and their employees also comply with these regulations.
- B. Security Procedures:
 - 1. General Contractor's employees shall not enter the project site without an appropriate badge. They may also be subject to inspection of their personal effects when entering or leaving the project site.
 - 2. For working outside the "regular hours" as defined in the contract, The General Contractor shall give 3 days' notice to the COR so that security arrangements can be provided for the employees. This notice is separate from any notices required for utility shutdown described later in this section.
 - 3. No photography of VA premises is allowed without written permission of the COR.
 - 4. VA reserves the right to close down or shut down the project site and order General Contractor's employees off the premises in the event of a national emergency. The General Contractor may return to the site only with the written approval of the COR.

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C. Key Control:

1. The General Contractor shall provide duplicate keys and lock combinations to the COR for the purpose of security inspections of every area of project including tool boxes and parked machines and take any emergency action.
2. The General Contractor shall turn over all permanent lock cylinders to the VA locksmith for permanent installation. See Section 08 71 00, DOOR HARDWARE and coordinate.

D. Document Control:

1. Before starting any work, the General Contractor/Sub Contractors shall submit an electronic security memorandum describing the approach to following goals and maintaining confidentiality of "sensitive information".
2. The General Contractor is responsible for safekeeping of all drawings, project manual and other project information. This information shall be shared only with those with a specific need to accomplish the project.
3. Certain documents, sketches, videos or photographs and drawings may be marked "Law Enforcement Sensitive" or "Sensitive Unclassified". Secure such information in separate containers and limit the access to only those who will need it for the project. Return the information to the COR upon request.
4. These security documents shall not be removed or transmitted from the project site without the written approval of COR.
5. All paper waste or electronic media such as CD's and diskettes shall be shredded and destroyed in a manner acceptable to the VA.
6. Notify COR immediately when there is a loss or compromise of "sensitive information".
7. All electronic information shall be stored in a specified location following VA standards and procedures using an Engineering Document Management Software (EDMS).

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- a. Security, access and maintenance of all project drawings, both scanned and electronic shall be performed and tracked through the EDMS system.
- b. "Sensitive information" including drawings and other documents may be attached to e-mail provided all VA encryption procedures are followed.

1.5 FIRE SAFETY

A. Applicable Publications: Publications listed below form part of this Article to the extent referenced. Publications are referenced in text by basic designations only.

1. American Society for Testing and Materials (ASTM):

E84-2009aSurface Burning Characteristics of Building
Materials

2. National Fire Protection Association (NFPA):

10-2010Standard for Portable Fire Extinguishers

30-2008Flammable and Combustible Liquids Code

51B-2009Standard for Fire Prevention During
Welding, Cutting and Other Hot Work

70-2008National Electrical Code

241-2009Standard for Safeguarding Construction,
Alteration, and Demolition Operations

3. Occupational Safety and Health Administration (OSHA):

29 CFR 1926Safety and Health Regulations for
Construction

B. Fire Safety Plan: Establish and maintain a fire protection program in accordance with 29 CFR 1926. Prior to start of work, prepare a plan detailing project-specific fire safety measures, including periodic status reports, and submit to COR/Cemetery Director for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES. Prior to any worker for the contractor or subcontractor's beginning work, they shall undergo a safety briefing provided by the General Contractor's competent person

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per OSHA requirements. This briefing shall include information on the construction limits, safety guidelines, means of egress, break areas, work hours, locations of restrooms, use of NCA equipment, etc. Documentation shall be provided to the COR that individuals have undergone the Contractor's safety briefing.

- C. Site and Building Access: Maintain free and unobstructed access to emergency services and for fire, police and other emergency response forces in accordance with NFPA 241.
- D. Separate temporary facilities, such as trailers, storage sheds, and dumpsters, from existing buildings and new construction by distances in accordance with NFPA 241. For small facilities with less than 6 m (20 feet) exposing overall length, separate by 3m (10 feet).
- E. Temporary Heating and Electrical: Install, use and maintain installations in accordance with 29 CFR 1926, NFPA 241 and NFPA 70.
- F. Means of Egress: Do not block exiting for occupied buildings, including paths from exits to roads. Minimize disruptions and coordinate with COR/Cemetery Director.
- G. Egress Routes for Construction Workers: Maintain free and unobstructed egress. Inspect daily and report findings and corrective actions weekly to COR.
- H. Fire Extinguishers: Provide and maintain extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241 and NFPA 10.
- I. Flammable and Combustible Liquids: Store, dispense and use liquids in accordance with 29 CFR 1926, NFPA 241 and NFPA 30.
- M. Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Coordinate with COR. Designate Contractor's responsible project-site fire prevention program manager to permit hot work.
- N. Fire Hazard Prevention and Safety Inspections: Inspect entire construction areas weekly. Coordinate with, and report findings and corrective actions weekly to COR.

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- O. Smoking: Smoking is prohibited in and adjacent to construction areas inside existing buildings and additions under construction. In separate and detached buildings under construction, smoking is prohibited except in designated smoking rest areas. For outdoor work, establish designated smoking area with butt receptacles to prevent debris/litter accumulation on work site.
- P. Dispose of waste and debris in accordance with NFPA 241. Remove from worksites to dumpsters or other receptacles daily. Provide waste receptacles within work areas to prevent personal litter and food trash from accumulating on the ground.
- Q. Perform other construction, alteration and demolition operations in accordance with 29 CFR 1926.

1.6 OPERATIONS AND STORAGE AREAS

- A. The Contractor shall confine all operations (including storage of materials) on Government premises to areas authorized or approved by the COR. The Contractor shall hold and save the Government, its officers and agents, free and harmless from liability of any nature occasioned by the Contractor's performance.
- B. Temporary buildings (e.g., storage trailers, office trailers) and utilities may be erected by the Contractor only with the approval of the COR and shall be built with labor and materials furnished by the Contractor without expense to the Government. The temporary buildings and utilities shall remain the property of the Contractor and shall be removed by the Contractor at its expense upon completion of the work. With the written consent of the COR, the buildings and utilities may be abandoned and need not be removed.
- C. The Contractor shall, under regulations prescribed by the COR, use only established roadways, or use temporary roadways constructed by the Contractor when and as authorized by the COR. When materials are transported in prosecuting the work, vehicles shall not be loaded beyond the loading capacity recommended by the manufacturer of the vehicle or prescribed by any Federal,

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State, or local law or regulation. When it is necessary to cross curbs or sidewalks, the Contractor shall protect them from damage. The Contractor shall repair or pay for the repair of any damaged curbs, sidewalks, or roads. **(FAR 52.236-10)**

- D. Working space and space available for storing materials shall be as shown on the drawings or as determined by the COR.
- E. Workmen are subject to rules of the Cemetery applicable to their conduct.
- F. Execute work so as to interfere as little as possible with normal functioning of Cemetery as a whole, including operations of utility services, fire protection systems and any existing equipment, and with work being done by others.
 - 1. Do not store materials and equipment in other than assigned areas.
 - 2. Provide unobstructed access to the Cemetery for areas required to remain in operation.
 - 3. Where access by Cemetery is not required, storage of Contractor's materials and equipment will be permitted subject to fire and safety requirements. All such actions shall be coordinated with the Utility Company involved:
 - a. Whenever it is required that a connection fee be paid to a public utility provider for new permanent service to the construction project, for such items as water, sewer, electricity, gas or steam, payment of such fee shall be the responsibility of the Contractor on behalf of the VA, in accordance with the amounts specified in Article 1.17 of this specification section.
- G. Phasing: To insure such executions, the Contractor shall furnish the COR with a schedule of approximate phasing / dates on which the Contractor intends to accomplish work in each specific area of the site. In addition, the Contractor shall notify the COR two weeks in advance of the proposed date of starting work in each specific area of site. Arrange such phasing / dates to insure

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accomplishment of this work in successive phases mutually agreeable to the Cemetery Director, COR and Contractor, as follows:

Phase I: Initial Preparation and construction fence erection using Riley Road Right of Way Staging area. Work in this area is limited to three weeks to allow the contractor to prepare a staging area internal to the site.

Phase II: General Construction with staging internal to site.

Phase III: Improvements to East (existing) Entrance. This work may occur concurrently with Phase II but shall be limited to 2 week duration for entrance closure, 4 weeks total duration to minimize visitor impact.

- H. Construction Fence: Before construction operations begin, the Contractor shall provide a chain link construction fence, 6 foot minimum height, around the construction area indicated on the drawings. Provide gates as required for access with necessary hardware, including hasps and padlocks. Fasten fence fabric to terminal posts with tension bands and to line posts and top and bottom rails with tie wires spaced at maximum 375mm (15 inches). Bottom of fences shall extend to 25mm (one inch) above grade. Remove the fence when directed by COR. Provide duplicate keys to cemetery director and construction observer.
- I. Utilities Services: Maintain existing utility services for the Cemetery at all times. Provide temporary facilities, labor, materials, equipment, connections, and utilities to assure uninterrupted services at no additional cost to the Government. Where necessary to cut existing water, sewer or air pipes, or conduits, wires, cables, etc. of utility services or of fire protection systems and communications systems (including telephone), they shall be cut and capped at suitable places where shown; or, in absence of such indication, where directed by COR.

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1. No utility service such as water, gas, steam, sewers or electricity, or fire protection systems and communications systems may be interrupted without prior approval of COR. Electrical work shall be accomplished with all affected circuits or equipment de-energized. When an electrical outage cannot be accomplished, work on any energized circuits or equipment shall not commence without the COR, and Cemetery Director's prior knowledge and written approval. Refer to specification Sections 26 05 11, REQUIREMENTS FOR ELECTRICAL INSTALLATIONS, for additional requirements.
 2. The Contractor shall submit a request to interrupt any such services to COR, and Cemetery Director, in writing, 48 hours in advance of proposed interruption. Request shall state reason, date, exact time of, and approximate duration of such interruption.
 3. The Contractor will be advised (in writing) of approval of request, or of which other date and/or time such interruption will cause least inconvenience to operations of the Cemetery. Interruption time approved by the Cemetery may occur at other than Contractor's normal working hours.
 4. Major interruptions of any system must be requested, in writing, at least 15 calendar days prior to the desired time and shall be performed as directed by the COR.
 5. In case of a contract construction emergency, service will be interrupted on approval of COR. Such approval will be confirmed in writing as soon as practical.
 6. Whenever it is required that a connection fee be paid to a public utility provider for new permanent service to the construction project, for such items as water, sewer, electricity, gas or steam, payment of such fee shall be the responsibility of the Government and not the Contractor.
- J. Abandoned Lines: All service lines such as wires, cables, conduits, ducts, pipes and the like, and their hangers or supports, which are to be abandoned but are not required to be entirely removed, shall be sealed, capped or plugged. The lines

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shall not be capped in finished areas, but shall be removed and sealed, capped or plugged in ceilings, within furred spaces, in unfinished areas, or within walls or partitions; so that they are completely behind the finished surfaces.

K. To minimize interference of construction activities with flow of Cemetery traffic, comply with the following:

1. Keep roads, walks and entrances to grounds, to parking and to occupied areas of buildings clear of construction materials, debris and standing construction equipment and vehicles. Wherever excavation for new utility lines cross existing roads, at least one lane must be open to traffic at all times.
2. Method and scheduling of required cutting, altering and removal of existing roads, walks and entrances must be approved by the COR.

L. Coordinate the work for this contract with other construction operations as directed by COR. This includes the scheduling of traffic and the use of roadways, as specified in Article, USE OF ROADWAYS.

M. Coordination of Construction with Cemetery Director: The burial activities at a National Cemetery shall take precedence over construction activities. The Contractor must cooperate and coordinate with the Cemetery Director, through the COR, in arranging construction schedule to cause the least possible interference with Cemetery activities in actual burial areas. Construction noise during the interment services shall not disturb the service. Trucks and workmen shall not pass through the service area during this period:

1. The Contractor is required to discontinue his work sufficiently in advance of Easter Sunday, Mother's Day, Father's Day, Memorial Day, Veteran's Day and/or Federal holidays, to permit him to clean up all areas of operation adjacent to existing burial plots before these dates.
2. Clean up shall include the removal of all equipment, tools, materials and debris and leaving the areas in a clean, neat condition.

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1.7 ALTERATIONS

- A. Survey: Before any work is started, the Contractor shall make a thorough survey with the COR in which alterations occur and areas which are anticipated routes of access, and furnish a report, signed by to the Contracting Officer. This report shall list by area and spaces:
1. Existing condition of existing pavements, retaining walls, curb and vegetation to be saved.
 2. Shall note any discrepancies between drawings and existing conditions at site.
 4. Shall designate areas for working space, materials storage and routes of access to areas within site where alterations occur and which have been agreed upon by Contractor and COR.
- B. Any items required by drawings to be either reused or relocated or both, found during this survey to be nonexistent, or in opinion of COR, to be in such condition that their use is impossible or impractical, shall be furnished and/or replaced by the Contractor with new items in accordance with specifications which will be furnished by the Government. Provided the contract work is changed by reason of this subparagraph B, the contract will be modified accordingly, under provisions of clause entitled "DIFFERING SITE CONDITIONS" (FAR 52.236-2) and "CHANGES" (FAR 52.243-4 and VAAR 852.236-88).
- C. Re-Survey: Thirty days before expected partial or final inspection date, the Contractor and COR together shall make a thorough re-survey of the areas of site involved. They shall furnish a report on conditions then existing, pavement, vegetation and other surfaces as compared with conditions of same as noted in first condition survey report:
1. Re-survey report shall also list any damage caused by the Contractor to such pavement, curb vegetation and other surfaces, despite protection measures; and, will form the basis for determining extent of repair work required of the

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Contractor to restore damage caused by the Contractor's workmen in executing work of this contract.

D. Protection: Provide the following protective measures:

1. Temporary protection against damage for portions of existing structures, pavements, curbs, utilities and grounds where work is to be done, materials handled and equipment moved and/or relocated.
2. Wood or plywood mats shall be provided where equipment crosses curb or pavement to be preserved.

1.8 ENVIRONMENTAL CONTROLS

A. In general, following preventive measures shall be adopted during construction to keep down dust.

1. Provide water trucks or other suitable distribution equipment to water haul roads and grading sites to prevent dust migration to neighboring properties.
2. Masonry mortar mixing areas are to have protective surroundings to prevent dust migration.
3. If dry sawing of stone is utilized, a temporary enclosure and/or misting system to prevent dust migration shall be implemented.

B. Vacuum and wet mop all transition areas from construction to the occupied Cemetery buildings at the end of each workday.

C. Final Cleanup:

1. Upon completion of the project, or as work progresses, remove all construction debris from work areas that have been part of the construction.

1.9 DISPOSAL AND RETENTION

A. Materials and equipment accruing from work removed and from demolition of buildings or structures, or parts thereof, shall be disposed of as follows:

1. Reserved items which are to remain property of the Government are noted on drawings or in specifications as items to be

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stored. Items that remain property of the Government shall be removed or dislodged from present locations in such a manner as to prevent damage which would be detrimental to re-installation and reuse. Store such items where directed by COR.

2. Items not reserved shall become property of the Contractor and be removed by Contractor from the Cemetery.
3. Items of portable equipment and furnishings located in spaces in which work is to be done under this contract shall remain the property of the Government. When spaces are vacated by the Department of Veterans Affairs during the alteration period, such items which are NOT required by drawings and specifications to be either relocated or reused will be removed by the Government in advance of work to avoid interfering with Contractor's operation.

1.10 PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS

- A. The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work site, which are not to be removed and which do not unreasonably interfere with the work required under this contract. The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during contract performance, or by the careless operation of equipment, or by workmen, the Contractor shall trim those limbs or branches with a clean cut and paint the cut with a tree-pruning compound as directed by the COR.
- B. The Contractor shall protect from damage all existing improvements and utilities at or near the work site and on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. The Contractor shall repair any damage to those facilities, including

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those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the COR may have the necessary work performed and charge the cost to the Contractor. **(FAR 52.236-9)**

- C. Refer to Section 01 57 19, TEMPORARY ENVIRONMENTAL CONTROLS, for additional requirements on protecting vegetation, soils and the environment. Refer to Articles, "Alterations", "Restoration", and "Operations and Storage Areas" for additional instructions concerning repair of damage to structures and site improvements.
- D. Refer to FAR clause 52.236-7, "Permits and Responsibilities," which is included in General Conditions. A National Pollutant Discharge Elimination System (NPDES) permit is required for this project. The Contractor is considered an "operator" under the permit and has extensive responsibility for compliance with permit requirements. The Contractor shall obtain the application and obtain the permit at no additional cost to the Government. The apparent low bidder, contractor and affected subcontractors shall furnish all information and certifications that are required to comply with the permit process and permit requirements. Many of the permit requirements will be satisfied by completing construction as shown and specified. Some requirements involve the Contractor's method of operations and operations planning and the Contractor is responsible for employing best management practices. The affected activities often include, but are not limited to the following:
1. Designating areas for equipment maintenance and repair;
 2. Providing waste receptacles at convenient locations and provide regular collection of wastes;
 3. Locating equipment wash down areas on site, and provide appropriate control of wash-waters;
 4. Providing protected storage areas for chemicals, paints, solvents, fertilizers, and other potentially toxic materials;
- and

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5. Providing adequately maintained sanitary facilities.

1.11 RESTORATION

- A. Remove, cut, alter, replace, patch and repair existing work as necessary to install new work. Except as otherwise shown or specified, do not cut, alter or remove any structural work, and do not disturb any ducts, plumbing, steam, gas, or electric work without approval of the COR. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the COR before it is disturbed. Materials and workmanship used in restoring work, shall conform in type and quality to that of original existing construction, except as otherwise shown or specified.
- B. Upon completion of contract, deliver work complete and undamaged. Existing work (walls, ceilings, partitions, floors, mechanical and electrical work, lawns, paving, roads, walks, etc.) disturbed or removed as a result of performing required new work, shall be patched, repaired, reinstalled, or replaced with new work, and refinished and left in as good condition as existed before commencing work.
- C. At the Contractor's own expense, the Contractor shall immediately restore to service and repair any damage caused by the Contractor's workmen to existing piping and conduits, wires, cables, etc., of utility services or of fire protection systems and communications systems (including telephone) which are indicated on drawings and which are not scheduled for discontinuance or abandonment.
- D. Expense of repairs to such utilities and systems not shown on drawings or locations of which are unknown will be covered by adjustment to contract time and price in accordance with clause entitled "CHANGES" (FAR 52.243-4 and VAAR 852.236-88) and "DIFFERING SITE CONDITIONS" (FAR 52.236-2).

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1.12 PHYSICAL DATA

A. Data and information furnished or referred to below is for the Contractor's information. The Government shall not be responsible for any interpretation of or conclusion drawn from the data or information by the Contractor.

1. The indications of physical conditions on the drawings and in the specifications are the result of site investigations by Applied Geotechnical Engineering and Geologic Consulting, 1314 Center Dr, Medford, OR 97501 (541) 226-6658

(FAR 52.236-4)

B. Subsurface conditions have been developed by core borings and test pits. Logs of subsurface exploration are shown diagrammatically on drawings.

C. A copy of the soil report is included as an appendix to the specification and shall be considered part of the contract documents.

D. The Government does not guarantee that other materials will not be encountered nor that proportions, conditions or character of several materials will not vary from those indicated by explorations. Bidders are expected to examine the site of work and logs of borings and, after investigation, decide for themselves the character of materials and make their bids accordingly. Upon proper application to the Department of Veterans Affairs, bidders will be permitted to make subsurface explorations of their own at site.

1.13 PROFESSIONAL SURVEYING SERVICES

A registered professional land surveyor or registered civil engineer whose services are retained and paid for by the Contractor shall perform services specified herein and in other specification sections. The Contractor shall certify that the land surveyor or civil engineer is not one who is a regular

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employee of the Contractor, and that the land surveyor or civil engineer has no financial interest in this contract.

1.14 LAYOUT OF WORK

- A. The Contractor shall lay out the work from Government established base lines and bench marks indicated on the drawings, and shall be responsible for all measurements in connection with the layout. The Contractor shall furnish, at the Contractor's own expense, all stakes, templates, platforms, equipment, tools, materials, and labor required to lay out any part of the work. The Contractor shall be responsible for executing the work to the lines and grades that may be established or indicated by the COR. The Contractor shall also be responsible for maintaining and preserving all stakes and other marks established by the COR until authorized to remove them. If such marks are destroyed by the Contractor or through Contractor's negligence before their removal is authorized, the COR may replace them and deduct the expense of the replacement from any amounts due or to become due to the Contractor.

(FAR 52.236-17)

- B. Establish and plainly mark center lines for each retaining wall, columbaria, ossuary, memorial wall including , lines for each gravesite control monument, and such other lines and grades that are reasonably necessary to properly assure that location, orientation, and elevations established for each such structure and/or addition, roads, parking lots, gravesite control monuments, are in accordance with lines and elevations shown on contract drawings. Provide report by professional surveyor or engineer of project control check, including any discrepancies in elevation or coordinate prior to commencing layout of site.
- C. Following completion of general mass excavation and before any other permanent work is performed, establish and plainly mark (through use of appropriate batter boards or other means) sufficient additional survey control points or system of points as may be necessary to assure proper alignment, orientation, and

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grade of all major features of work. The Survey shall include, but not be limited to, location of lines and grades of footings, exterior walls, center lines of columns in both directions, major utilities and elevations of floor slabs:

1. Such additional survey control points or system of points thus established shall be checked and certified by a registered land surveyor or registered civil engineer. Furnish such certification to the COR before any work (such as footings, floor slabs, columns, walls, utilities and other major controlling features) is placed.
- D. During progress of work, the Contractor shall have line grades and plumbness of all major form work checked and certified by a registered land surveyor or registered civil engineer as meeting requirements of contract drawings. Furnish such certification to the COR before any major items of concrete work are placed. In addition, the Contractor shall furnish to the COR certificates from a registered land surveyor or registered civil engineer that the following work is complete in every respect as required by contract drawings.
 1. Lines of each columbaria, retaining wall, memorial wall and ossuary.
 2. Elevations of bottoms of footings and tops of floors of each building and/or addition.
 3. Lines and elevations of sewers and of all outside distribution systems. (Including as built elevations).
 4. Lines of grave plot documentation. Provide temporary grid points during crypt installation to facilitate checks by the VA prior to backfill of units.
 5. Lines of elevations of all swales and interment areas.
 6. Lines and elevations of roads, streets and parking lots.
 7. Lines and elevations of top of pre-placed crypts.
 8. Lines and elevations of grade over pre-placed crypts.
 9. Northing/Easting coordinate locations of all water, sanitary, storm, gas and irrigation structures, directional fittings, control wire and lines.

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- E. Upon completion of the work, the Contractor shall furnish the COR with reproducible (electronic) drawings, in AutoCAD form, at the scale of the contract drawings, showing the finished grade on the grid developed for constructing the work, including burial monuments and fifty foot stationing along new road centerlines. These drawings shall be sufficient for 1 foot contour accuracy of the entire site. These drawings shall bear the seal of the registered land surveyor or registered civil engineer.
- F. Final layout or curb, pavement, sidewalks and structures (columbaria, memorial walls and retaining walls) shall utilize equipment capable of +/- 0.07 feet for horizontal and +/- 0.03 feet for vertical tolerance. Elevation layout shall be conducted using total station or spirit levels. GPS may be utilized for initial staking and earthwork only.
- G. The Contractor shall perform the surveying and layout work of this and other articles and specifications in accordance with the provisions of Article "Professional Surveying Services".

1.15 AS-BUILT DRAWINGS

- A. The Contractor shall maintain two full size sets of as-built drawings which will be kept current during construction of the project, which will include all contract changes, modifications and clarifications.
- B. All variations shall be shown in the same general detail as used in the contract drawings. To insure compliance, as-built drawings shall be made available for the COR's review, as often as requested.
- C. The Contractor shall deliver two approved completed sets of as-built drawings to the COR within 15 calendar days after each completed phase and after the acceptance of the project by the COR.
- E. Upon completion of the work, the Contractor shall furnish the COR with reproducible (electronic) drawings, in AutoCAD form, at the scale of the contract drawings, showing the finished grade on the grid developed for constructing the work, including burial

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monuments and fifty foot stationing along new road centerlines. These drawings shall be sufficient for 1 foot contour accuracy of the entire site and include ASCII point files. These drawings shall bear the seal of the registered land surveyor or registered civil engineer. In addition, as built elevations and locations of all utilities and drainage pipes shall be included on the as built drawings.

F. Paragraphs A, B, & C shall also apply to all shop drawings.

1.16 USE OF ROADWAYS

- A. For hauling, use only established public roads and roads on Cemetery property and, when authorized by the COR, such temporary roads which are necessary in the performance of contract work. Temporary roads shall be constructed by the Contractor at the Contractor's expense. When necessary to cross curbing, sidewalks, or similar construction, they must be protected by well-constructed bridges.
- B. When new permanent roads are to be a part of this contract, the Contractor may construct them immediately to facilitate building operations. These roads may be used by all who have business thereon within zone of building operations.

1.17 UTILITY CONNECTION AND PERMIT FEES

- A. The Contractor shall, within forty five (45) days after receipt of Notice to Proceed, provide payments to the following Utilities on behalf of the Government. Proof of Payment shall be included with the Contractor's application for payment for these items.
- B. The dollar amounts listed shall be included in the contractor's base bid. Upon providing proof of payment and execution of the related contract for service, the VA construction contract value will be adjusted to actual cost either over or under the estimated amount shown.
- C. The Utility connection fees are as follows:

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1. Pacific Power - New Electric Service to booster pumps and utility oversight assistance as needed with exposing and encasing existing conduit near new entrance. - \$50,000.

Remittance Address:

Reference Acct: 91451082-001 4

PACIFIC POWER
PO BOX 26000
PORTLAND OR 97256-0001

2. City of Eagle Point - New Water Service and Stormwater Connection Fees

System Development Charges (SDC) are due prior to new water connection and storm sewer connection. The SDC noted for the Mefrord Water Connection (MWC) is payable to the City of Eagle Point.

Contact: City of Eagle Point
17 Buchanan Avenue South
Eagle Point Oregon, 97524
Robert Miller, Public Works Director
541 826-4212 ext 105

City Water SDC fee:	\$58,000
MWC Water SDC fee(Payable to City of Eagle Point):	\$48,000
City Stormwater Connection Fee	\$12,500
Meter (supplied by City):	\$2,500
Inspection Fees:	<u>\$6,000</u>
Total:	\$127,000

3. Jackson County Roads

Initial plan review complete. No fee to government agencies, however contractor performing work in right of way will

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responsible to apply for and obtain a Right of Way permit from Jackson County Roads for Utility crossing, driveway construction, and minor grading within the Riley Road right of way.

Contact :

JACKSON COUNTY, OREGON ROADS
200 ANTELOPE ROAD
WHITE CITY, OR 97503
(541) 774-8184

4. Oregon NPDES

Contractor to apply for and obtain Oregon NPDES 1200-C permit for construction activities greater than 1 acre.

Fee: \$826

1.18 TEMPORARY USE OF MECHANICAL AND ELECTRICAL EQUIPMENT

- A. Use of new installed mechanical and electrical equipment to provide heat, ventilation, plumbing, light and power will be permitted subject to compliance with the following provisions:
1. Permission to use each unit or system must be given by COR. If the equipment is not installed and maintained in accordance with the following provisions, the COR will withdraw permission for use of the equipment.
 2. Electrical installations used by the equipment shall be completed in accordance with the drawings and specifications to prevent damage to the equipment and the electrical systems, i.e. transformers, relays, circuit breakers, fuses, conductors, and their overload elements shall be properly sized, coordinated and adjusted. Voltage supplied to each item of equipment shall be verified to be correct and it shall be determined that motors are not overloaded. The electrical equipment shall be thoroughly cleaned before using it and again immediately before final inspection including vacuum cleaning and wiping clean interior and exterior surfaces.

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3. Units shall be properly lubricated, balanced, and aligned. Vibrations must be eliminated.
 4. Automatic temperature control systems for preheat coils shall function properly and all safety controls shall function to prevent coil freeze-up damage.
 5. The air filtering system utilized shall be that which is designed for the system when complete, and all filter elements shall be replaced at completion of construction and prior to testing and balancing of system.
 6. All components of heat production and distribution system, metering equipment, condensate returns, and other auxiliary facilities used in temporary service shall be cleaned prior to use; maintained to prevent corrosion internally and externally during use; and cleaned, maintained and inspected prior to acceptance by the Government. Pumps and auxiliary equipment must be operated as a complete system and be fully maintained by operating personnel.
- B. Prior to final inspection, the equipment or parts used which show wear and tear beyond normal, shall be replaced with identical replacements, at no additional cost to the Government.
- C. This paragraph shall not reduce the requirements of the mechanical and electrical specifications sections.

1.19 TEMPORARY TOILETS

- A. Provide where directed, (for use of all Contractor's workmen) ample temporary sanitary toilet accommodations. Keep such places clean and free from flies. All connections and appliances connected therewith are to be removed prior to completion of contract, and premises left perfectly clean.

1.20 AVAILABILITY AND USE OF UTILITY SERVICES

- A. The Government shall make all reasonably required amounts of utilities available to the Contractor from existing outlets and supplies (minor quantities only) The amount to be paid by the

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Contractor for chargeable electrical and water services shall be the prevailing rates charged to the Government. The Contractor shall carefully conserve any utilities furnished without charge.

- B. The Contractor, at Contractor's expense and in a workmanlike manner satisfactory to the COR, shall install and maintain all necessary temporary connections and distribution lines, and all meters required to measure the amount of electricity and water used for the purpose of determining charges. Before final acceptance of the work by the Government, the Contractor shall remove all the temporary connections, distribution lines, meters, and associated paraphernalia.
- C. The Contractor shall install meters at the Contractor's expense and furnish the Cemetery a monthly record of the Contractor's usage of electricity as hereinafter specified.
- D. Heat: Furnish temporary heat necessary to prevent injury to work and materials through dampness and cold. Use of open salamanders or any temporary heating devices which may be fire hazards or may smoke and damage finished work, will not be permitted. Maintain minimum temperatures as specified for various materials.
- E. Electricity (for Construction and Testing): Furnish all temporary electric services.
 - 1. Obtain electricity by connecting to adjacent public utilities at Contractors expense. If the new permanent electrical service for the booster pump station is used for temporary electricity, the contractor shall pay all usage charges to the utility until suchtime as the VA accepts beneficial occupancy of the cemetery expansion. Where not available the contractor shall supply power via portable generators at own expense.
- F. Water (for Construction and Testing): Furnish temporary water service.
 - 1. Obtain water by connecting to the Cemetery water distribution system or public utility system (in accordance with City of Eagle Point requirements). Provide reduced pressure backflow preventer and meter at each connection. Water is available at

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- Contractor's expense with payment based on utility rates from City or compensation to VA if metered from cemetery system.
2. Maintain connections, pipe, fittings and fixtures and conserve water-use so none is wasted. Failure to stop leakage or other wastes will be cause for revocation (at COR's discretion) of use of water from the Cemetery's system.
- G. Fuel: Not available on -site. Fuel shall be furnished by the Contractor at Contractor's expense.

1.21 TESTS

- A. Pre-test mechanical and electrical equipment and systems and make corrections required for proper operation of such systems before requesting final tests. Final test will not be conducted unless pre-tested.
- B. Conduct final tests required in various sections of specifications in presence of an authorized representative of the COR. Contractor shall furnish all labor, materials, equipment, instruments, and forms, to conduct and record such tests.
- C. Mechanical and electrical systems shall be balanced, controlled and coordinated. A system is defined as the entire complex which must be coordinated to work together during normal operation to produce results for which the system is designed. For example, air conditioning supply; air is only one part of entire system which provides comfort conditions for a building. Other related components are return air, exhaust air, hot water, controls and electricity, etc. Another example of a complex which involves several components of different disciplines is a burner installation. Efficient and acceptable burner operation depends upon the coordination and proper operation of fuel, combustion air, controls, and other related components.
- D. All related components as defined above shall be functioning when any system component is tested. Tests shall be completed within a reasonably short period of time during which operating and environmental conditions remain reasonably constant.

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- E. Individual test result of any component, where required, will only be accepted when submitted with the test results of related components and of the entire system.
- F. The VA will perform periodic interim inspections. The contractor shall provide for temporary use of such equipment as needed to access the work, including but not limited to ladders, aerials lifts and PPE harnesses.

1.22 INSTRUCTIONS

- A. The Contractor shall furnish Maintenance and Operating manuals and verbal instructions when required by the various sections of the specifications and as hereinafter specified.
- B. Manuals: Maintenance and operating manuals (four copies each) for each separate piece of equipment shall be delivered to the COR coincidental with the delivery of the equipment to the job site. Manuals shall be complete, detailed guides for the maintenance and operation of equipment. They shall include complete information necessary for starting, adjusting, maintaining in continuous operation for long periods of time and dismantling and reassembling of the complete units and sub-assembly components. Manuals shall include an index covering all component parts clearly cross-referenced to diagrams and illustrations. Illustrations shall include "exploded" views showing and identifying each separate item. Emphasis shall be placed on the use of special tools and instruments. The function of each piece of equipment, component, accessory and control shall be clearly and thoroughly explained. All necessary precautions for the operation of the equipment and the reason for each precaution shall be clearly set forth. Manuals must reference the exact model, style and size of the piece of equipment and system being furnished. Manuals referencing equipment similar to but of a different model, style, and size than that furnished will not be accepted.

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C. Instructions: the Contractor shall provide qualified, factory-trained manufacturers' representatives to give detailed instructions to assigned Department of Veterans Affairs personnel in the operation and complete maintenance for each piece of equipment. All such training will be at the job site. These requirements are more specifically detailed in the various technical sections. Instructions for different items of equipment, that are component parts of a complete system, shall be given in an integrated, progressive manner. All instructors for every piece of component equipment in a system shall be available until instructions for all items included in the system have been completed. This is to assure proper instruction in the operation of inter-related systems. All instruction periods shall be at such times as scheduled by the COR and shall be considered concluded only when the COR is satisfied in regard to complete and thorough coverage. The Department of Veterans Affairs reserves the right to request the removal of, and substitution for, any instructor who, in the opinion of the COR, does not demonstrate sufficient qualifications in accordance with requirements for instructors above.

1.23 GOVERNMENT-FURNISHED PROPERTY

- A. The Government shall deliver to the Contractor, the Government-furnished property shown on the drawings. Specifically, the government will supply columbaria niche covers and memorial wall markers for installation by tech.
- B. The Contractor shall be prepared to receive this equipment from the Government and store or place such equipment not less than 90 days before Completion Date of project.
- C. Notify COR in writing, 120 days in advance, of date on which Contractor will be prepared to receive equipment furnished by Government. Arrangements will then be made by the Government for delivery of equipment.
 - 1. Immediately upon delivery of equipment, the Contractor shall arrange for a joint inspection thereof with a representative

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- of the Government. At such time the Contractor shall acknowledge receipt of equipment described, make notations, and immediately furnish the Government representative with a written statement as to its condition or shortages.
2. The Contractor thereafter is responsible for such equipment until such time as acceptance of contract work is made by the Government.
- D. Completely assemble and install the Government furnished equipment in place ready for proper operation in accordance with specifications and drawings.
- E. Furnish supervision of installation of equipment at construction site by qualified factory trained technicians regularly employed by the equipment manufacturer.

1.24 CONSTRUCTION SIGN

- A. Provide a Construction Sign where directed by the COR. All wood members shall be of framing lumber. Cover sign frame with 0.7 mm (24 gage) galvanized sheet steel nailed securely around edges and on all bearings. Provide three 100 by 100 mm (4 inch by 4 inch) posts (or equivalent round posts) set 1200 mm (four feet) into ground. Set bottom of sign level at 900 mm (three feet) above ground and secure to posts with through bolts. Make posts full height of sign. Brace posts with 50 x 100 mm (two by four inch) material as directed.
- B. Paint all surfaces of sign and posts two coats of white gloss paint. Border and letters shall be of black gloss paint, except project title which shall be blue gloss paint.
- C. Maintain sign and remove it when directed by the COR.
- D. Detail Drawing of construction sign showing required legend and other characteristics of sign is shown on the drawings.
- E. Provide shop drawing of sign for COR approval prior to fabrication and installation.

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1.25 SAFETY SIGN

- A. Provide a Safety Sign where directed by COR. Face of sign shall be 19 mm (3/4 inch) thick exterior grade plywood. Provide two 100 mm by 100 mm (four by four inch) posts extending full height of sign and 900 mm (three feet) into ground. Set bottom of sign level at 1200 mm (four feet) above ground.
- B. Paint all surfaces of Safety Sign and posts with one prime coat and two coats of white gloss paint. Letters and design shall be painted with gloss paint of colors noted.
- C. Maintain sign and remove it when directed by COR.
- D. Detail Drawing Number 45 of safety sign showing required legend and other characteristics of sign is shown on the drawings.
- E. Post the number of accident free days on a daily basis.

1.26 CONSTRUCTION DIGITAL IMAGES

- A. During the construction period through completion, furnish Department of Veterans Affairs with 400 views of digital images, including one color print of each view and one Compact Disc (CD) per visit containing those views taken on that visit. Digital views shall be taken of exterior and/or interior and aerial photographs as selected and directed by COR (RE). Each view shall be taken with a professional grade camera with minimum size of 6 megapixels (MP) and the images will be a minimum of 2272 x 1704 pixels for the 200x250mm (8x 10 inch) prints and 2592 x 1944 pixels for the 400x500 mm (16 x 20 inch) prints, as per these specifications:
 - 1. Normally such images including aerial photographs of the site will be taken at monthly intervals. However, the COR may also direct the taking of special digital images at any time prior to completion and acceptance of contract. If the number of trips to the site exceeds an average of one per month of the contract performance period then an adjustment in contract price will be made in accordance with clause entitled

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"CHANGES" (FAR 52.243-4 and VAAR 852.236-88) of Section 00 72 00, GENERAL CONDITIONS.

2. In event a greater or lesser number of images than specified above are required by the COR, adjustment in contract price will be made in accordance with clause entitled "CHANGES" (FAR 52.243-4 and VAAR 852.236-88).
- B. Images shall be taken by a commercial photographer and must show distinctly, at as large a scale as possible, all parts of work embraced in the picture.
- C. Prints shall be made on 200 x 250 mm (8 by 10 inch) regular-weight matte archival grade photographic paper and produced by a process with a minimum of 300 pixels per inch (PPI). Prints must be printed using the commercial RA4 process (inkjet prints will not be acceptable). Photographs shall have 200 x 200 mm (8 by 8 inch) full picture print with no margin on three sides and a 50 mm (2 inches) margin on the bottom for pre-typed self-adhesive identity label to be added by COR. It is required that the prints are professionally processed so the quality will meet or exceed that of the same size print made with a film camera. Prints must be shipped flat to the COR.
- D. Images on CD-ROM shall be recorded in JPEG format with a minimum of 24 bit color and no reduction in actual picture size. Compressed size of the file shall be no less than 80% or the original with no loss of information. File names shall contain the date the image was taken, the Project number and a unique sequential identifier. The CD-ROM shall also contain an index of all the images contained therein in either a TXT or Microsoft Word format.
- E. In case any set of prints are not submitted within five days of date established by COR for taking thereof, the COR may have such images/photographs taken and cost of same will be deducted from any money due to the Contractor. F.
- H. Aerial Photographs: Submit aerial photographs at one-month intervals during the entire construction period. The first aerial photo shall be taken just prior to the start of construction and

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then at one-month intervals. The final aerial photograph shall be taken at full project completion during a growing season when lawns are green and not dormant. Provide aerial image electronically in jpg format via email or FTP site to the entire project team on a monthly basis.

1.27 FINAL ELEVATION DIGITAL IMAGES

- A. A minimum of four (4) images of each elevation shall be taken with a minimum 6 MP camera, by a professional photographer with different settings to allow the COR to select the image to be printed. All images are provided to the COR on a CD and via email or FTP site.
- B. Photographs shall be taken upon completion, including landscaping. They shall be taken on a clear sunny day to obtain sufficient detail to show depth and to provide clear, sharp pictures. Pictures shall be 400 mm x 500 mm (16 by 20 inches), printed on regular weight paper, matte finish archival grade photographic paper and produced by a RA4 process from the digital image with a minimum 300 PPI. Identifying data shall be carried on a label affixed to back of the photograph without damage to the photograph and shall be similar to that provided for final construction photographs.
- C. Furnish six (4) 400 mm x 500 mm (16 by 20 inch) color prints of the All Cemetery elements constructed under this project (elevations as selected by the COR from the images taken above). Photographs shall be artistically composed showing full front elevations. All images shall become property of the Government. Each of the selected six prints shall be place in a frame with a minimum of 2 inches of appropriate matting as a border. Provide a selection of a minimum of 3 different frames from which the COR will select one style to frame all six prints. Photographs with frames shall be delivered to the COR in boxes suitable for shipping.
 - 1. Entrance sign & wall/fence feature.
 - 2. Memorial Wall

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3. Columbaria Wall
4. Ossuary and privacy wall.

1.28 HISTORIC PRESERVATION

- A. Where the Contractor or any of the Contractor's employees, prior to, or during the construction work, are advised of or discover any possible archeological, historical and/or cultural resources, the Contractor shall immediately notify the COR verbally, and then with a written follow up.

1.29 PROJECT HEALTH AND SAFETY PLAN

- A. Prior to commencing any construction, the Contractor shall submit a site specific Project Health and Safety Plan (PHSP). At a minimum, the PHSP shall cover the following topics:
 1. Organizational structure (including Responsible Persons)
 2. Site Characterization and Job Hazard Identification
 3. Site Control and Security
 4. Training
 5. Medical Surveillance
 6. PPE
 7. Exposure Monitoring
 8. Heat Stress
 9. Spill Containment
 10. Decontamination
 11. Emergency Response
 12. Confined Spaces
 13. Hoisting Operations
 14. Trench Safety
 15. Lockout/Tagout
 16. Soil amendment (Quick Lime) safety plan for dust migration/reduction

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1.30 DEFINITIONS AND PLAN PRECEDENCE

- A. The terms Resident Engineer (RE), Contracting Officers Technical Representative (COTR) and Contracting Officers Representative (COR) may be used in various portions of the Plans and Specifications. These terms shall be considered synonymous and refer to the Contracting Officers Representative and designated by the Contracting Officer.
- B. Where contradictions and conflicts (or apparent contradictions / conflicts) occur between the plans and specifications exist, the more stringent requirement shall apply.

- - - E N D - - -